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STATE OF DELAWARE
BOARD OF NURSING HOME ADMINISTRATORS

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PUBLIC MEETING MINUTES:	BOARD OF NURSING HOME ADMINISTRATORS
MEETING DATE AND TIME:	Tuesday, November 14, 2017 at 1:00 p.m.
PLACE:	Division of Professional Regulation 861 Silver Lake Blvd., Conference Room B Cannon Bldg., Dover, Delaware 19904
MINUTES FOR APPROVAL:	January 9, 2018

MEMBERS PRESENT

Ray Quillen, Professional Member, Vice-President
Georgia Lane, Healthcare Member
J.R. Payne, Jr., Professional Member
Cecilia Jones, Public Member
Jenifer Vaughn, Public Member
Gwendolyn Benton, Public Member
Eleanor Allione, Public Member (arrived at 1:04 p.m.)

MEMBERS ABSENT

Michael Salitsky, Professional Member, President
Timothy Bane, Public Member

DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT

Kevin Maloney, Deputy Attorney General

OTHERS PRESENT

There were no others present.

CALL TO ORDER

Mr. Quillen called the meeting to order at 1:01 p.m.

REVIEW OF MINUTES

A motion was made by Mr. Quillen, seconded by Ms. Benton, to approve the minutes from the September 12, 2017 meeting as presented. The motion carried unanimously.

UNFINISHED BUSINESS

Conduct Deliberations from Public Hearing Regarding Proposed Amendments to Board's Rules and Regulations

Mr. Maloney stated that at the September 12, 2017 meeting, the Board held a public hearing to propose amendments Board's rules and regulations pertaining to crimes substantially related to the practice of nursing home administration as well as provisions on the examination. Ms. Witte verified that to date there have been no written comments received. There were no public comments. A motion was made by Mr. Quillen, seconded by Ms. Benton, to approve the amendments as written. The motion was unanimously carried. The Board signed the final order.

NEW BUSINESS

Approval of Continuing Education Activities

After review, a motion was made by Mr. Quillen, seconded by Ms. Benton, to approve the continuing education activities as follows:

Health Care Association of New Jersey
HCANJ 69th Annual Convention and Expo, 10 hours

The motion carried unanimously.

Review of AIT Progress Reports

After review, a motion was made by Mr. Quillen, seconded by Ms. Benton, to approve the AIT progress reports submitted for Tina Foskey and Denise Williams. The motion carried unanimously.

Ratify Nursing Home Administrator Reciprocity Applications

A motion was made by Mr. Quillen, seconded by Ms. Benton, to approve the ratified Nursing Home Administrator application of Krystal English. The motion carried unanimously.

Review of Nursing Home Administrator Reciprocity Applications

After first reviewing the rules and regulations and statute for North Carolina, the Board found that it does not meet the same standards as Delaware with regards to the duration of the AIT program and educational requirements.

After review, a motion was made by Mr. Quillen, seconded by Ms. Vaughn, to table the nursing home administrator application of Frantz Domond until he provides the Board with proof of how North Carolina and Delaware are similar in standards. The motion carried unanimously.

Review of Final AIT Progress Reports

After review, a motion was made by Mr. Quillen, seconded by Ms. Vaughn, to approve the final AIT progress report of Brandy Wilson and approve her to sit for the examination. The motion carried unanimously.

A motion was made by Mr. Quillen, seconded by Ms. Benton, to move agenda item IV. F. Review Post-Renewal Audits to the agenda. The motion carried unanimously.

Ratify Nursing Home Administrator Applications

A motion was made by Mr. Quillen, seconded by Ms. Allione, to approve the ratified nursing home administrator application of Barnabus Kerkula. The motion carried unanimously.

Ratify Temporary Nursing Home Administrator Applications

A motion was made by Mr. Quillen, seconded by Ms. Benton, to approve the ratified temporary nursing home administrator application of Carolyn Kelly. The motion carried unanimously.

Review Post-Renewal Audits

The Board reviewed post-renewal documentation submitted by Kathleen Graham-Fey, William Peterson, Lisa Sierer, Barbara Bennett, Susan Hammond, Rebecca Russick, Mary Rodgers, Dennis Walton, Brian Milley, John Byrd and Roneve Davis.

CORRESPONDENCE

There was no correspondence.

OTHER BUSINESS BEFORE THE BOARD

Ms. Witte welcomed the two new members J.R. Payne, Jr. and Georgia Lane to the Board.

PUBLIC COMMENT

There was no public comment.

NEXT MEETING

The next meeting will be January 9, 2018 at 1:00 p.m. in Conference Room B.

ADJOURNMENT

There being no further business, a motion was made by Mr. Quillen, seconded by Mr. Payne, to adjourn the meeting at 2:27 p.m. The motion carried unanimously.

Respectfully submitted,

Jennifer L. Witte

Administrative Specialist II